

## **Agenda**

### **CERTIFIED COURT REPORTER LICENSING BOARD**

October 29, 2009 – 2:00 p.m.

Room 475

Heber M. Wells Building

160 E. 300 S. Salt Lake City, Utah

*This agenda is subject to change up to 24 hours prior to the meeting.*

#### **ADMINISTRATIVE BUSINESS:**

1. Election of the 2009-2010 Board Chairperson
2. Approval of the October 23, 2008 Board Meeting Minutes
3. Open & Public Meetings PowerPoint Presentation
4. Update of Emergency Contact Information

#### **DISCUSSION ITEMS:**

1. Gifting
2. State Court Reporters

#### **CORRESPONDENCE:**

1. Executive Order - Ethics

#### **NEXT SCHEDULED MEETING:**

April 29, 2010

**Note:** In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify, Dave Taylor, ADA Coordinator, at least three working days prior to the meeting. Division of Occupational & Professional Licensing, 160 East 300 South, Salt Lake City, Utah 84115, 801-530-6628 or toll-free in Utah only 866-275-3675